

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
(PCWIN)
EXECUTIVE MANAGEMENT COMMITTEE**

Pima County Sheriff's Administration Building
1750 East Benson Highway, 3rd Floor
Thursday, December 22, 2005
9:00 a.m.

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the December 22, 2005 EMC meeting. Cassette tape and materials provided are available upon request.

I. Call to Order: Captain Paul Wilson, Alternate Representative – Pima County Sheriff's Department 9:02 a.m.

Roll Call: Captain Paul Wilson, Pima County Sheriff's Department

Members Present

Capt. Paul Wilson, Pima County Sheriff's Department (*2nd Alternate*)
Chief Richard Vidaurri, Marana Police Department
Chief Gary Bynum, Drexel Heights Fire District (*1st Alternate*)
Commander Charles E. Lentner, Oro Valley Police Department (*1st Alternate*)
Deputy Chief Kermit Miller, Tucson Police Department (*1st Alternate*)
Asst. Chief Albert Pesqueira, Northwest Fire Department (*1st Alternate*)
Asst. Chief Joseph Delgado, Tohono O'Odham Tribal Police

Members Absent

Mr. Dennis Douglas, P.C. OEM & Homeland Security (No representative present)
Chief Richard Miranda, Tucson Police Department
Chief Dan Newburn, Tucson Fire Department (No representative present)
Chief Jeff Piechura, Northwest Fire District
Chief Daniel Sharp, Oro Valley Police Department

Others Present

Chuck Hill, ISS	Larry Sayers, Pima County
Joe Jakoby, City of Tucson	Paul Punske, Motorola
Pat Joy, PCSD Communications	Lt. Mike Sacco, Pima County SD
Manny Barreras, Motorola	Lt. Kevin Shonk, Tohono O'odham Police
Chief Mike Martinez, Tucson Airport PD	Paul Loucks, Pima County Attorney

II. Approval of Minutes, Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson proposes approval of the minutes for the October 27, 2005 Executive Management Committee (EMC) meeting. Commander Lentner moves to approve the minutes and Chief Bynum seconds the motion. Motion is unanimously carried.

Materials provided: EMC summary dated, October 27, 2005.

III. Committee Appointments, Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson advised the Committee that two individuals had been nominated to replace alternate members of the Executive Management Committee: Mr. Kerry Reeve to replace Mr. Benny Gomez as a representative of the Pima County Office of Emergency Management and Homeland Security, and Captain Bill Richards to replace Captain Bill Washington as a representative of the Tucson Police Department.

Captain Wilson moves to recommend both nominations to the Pima County Board of Supervisors for appointment as second alternate members to represent their respective agencies. Chief Bynum seconds the motion. Motion is unanimously carried.

IV. Announcement – User Committee Co-Chairs, Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson informed the Committee that the User Committee had elected Sgt. Don Lafreniere, Sahuarita Police Department, and Mr. Harry Findysz, Mt. Lemmon Fire District as co-chairs for the User Committee. Per the PCWIN By-Laws the term of the positions is one year. Captain Wilson also thanked Capt. Matt Janton and Commander Larry Stevens for their previous service. Certificates of Appreciation will be distributed at a future User Committee meeting.

V. Technical/User Committee Report, Lt. Mike Sacco, Pima County Sheriff's Department

Lt. Sacco updated the Executive Management Committee on the progress of the Technical and User Committees for three previous meetings. Quorums were established at all meetings. Next meeting is scheduled for January 13, 2006.

A joint meeting was held on October 28, 2005. The new User Committee Co-Chairs were elected by the Committee membership and an interoperability presentation was received from Tait Radio. The ACU1000 user agreement was further discussed and an ad-hoc workgroup was established to explore use of the equipment further. Mr. John Moffatt reviewed the progress on development of dispatch center selection criteria.

A joint meeting was held on November 17, 2005. Mr. Moffatt shared the updated dispatch center selection criteria document. Mr. Keery Reeve shared information about CASM (Communications Asset Survey and Mapping) tool developed for the UASI regions. It doesn't appear the tool can be made available for our use to assist with frequency use planning.

A joint meeting was held on December 15, 2005. An update was received from the ad-hoc workgroup and members have been asked to obtain comments about the proposed memorandum of understanding for use of the ACU1000 from their agency heads. The committees also received an update on the selection of a consulting firm. An announcement was made that Tait Communications will host a APCO Project 25 training session on January 16th.

**VI. COPS Technology Program Grants, Captain Paul Wilson
Pima County Sheriff's Department**

Captain Wilson advised the Committee that the PCWIN Project Office had received notice that the application for federal earmark funds submitted jointly by the Tucson Police Department and Pima County Sheriff's Department to Congressman Kolbe's office earlier this year will result in an award of \$500,000 for law enforcement technologies. He also advised that despite our efforts to have the award made to the Sheriff's Department as the project lead, it will be split by the COPS office between the two applicant agencies. Captain Wilson suggested to Chief Miller that the two agencies will have to come together to coordinate projects again. Chief Miller asked that Captain Wilson try to identify the name of the program under which funds will be received so he can make sure that funds are directed appropriately when received.

Captain Wilson also advised the committee that the budget for FY06 COPS Interoperable Communications Grant Program has been reduced from \$105 million in FY05 to \$10 million in FY06. This will significantly reduce opportunities for funding under this program. He suggested that the Project Office prepare one last request for additional earmark funds to be submitted to Congressman Kolbe before he leaves office. Captain Wilson suggested a specific application be prepared with a defined project and budget based on the previous grant application outlining our microwave system needs. There was general consensus that this was an advisable course of action. Captain Wilson will proceed with making the application.

**VII. AZ Office of Homeland Security Funding Inquiry, Captain Paul Wilson
Pima County Sheriff's Department**

Captain Wilson advised the Committee that the AZ Office of Homeland Security had made an inquiry to the Sheriff's Department regarding technology and equipment needs to further assist law enforcement and activities along the southern border in order to strengthen the fight against the challenges associated with illegal immigration. They sought projected costs and concepts for project proposals for funding consideration. The Sheriff's Department re-submitted the previous request for funding to complete a microwave communications network across the Tohono O'odham Nation to support the PCWIN project.

VIII. Legislative Proposal, Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson advised the Committee that Pima County Wastewater Management (WWM) submitted an item for legislative consideration that was supported by the Pima County Sheriff's Department. The subject of the proposal was statutory clarification of ARS § 35-460 Erection of buildings. As it relates to the construction of buildings contemplated for the PCWIN project, ARS § 35-460 may require a design, bid, build approach separate from any systems acquisition and installation. Ideally the design for both facilities and systems should develop simultaneously so one matches the requirements of the other. Current thinking is that an integrator would be hired to complete all segments of the project.

Legal staff has found that this statute was adopted around the time of statehood, and some form of the restriction dates back at least to 1956. Because the language was last changed in 1986 and because it makes no direct reference to the APDMs authorized by the legislature in 2000, there is likelihood that the legislature merely overlooked this requirement in the adoption and recent revisions to the APDM enabling statutes. It is therefore possible that the legislature would be inclined to amend the statute to allow the use of APDMs in bond-authorized projects, and such a change could be made as easily as saying that contracts for the design and construction of these projects must conform to the requirements of ARS title 34.

WWM has proposed the statute allow any procurement delivery method permitted under the provisions of Title 34. The Sheriff's Department has submitted a memorandum in support of the proposed changes. If adopted and incorporated into Arizona Revised Statutes it would enhance the options available to the County for constructing the facilities contemplated in the 2004 Bond Implementation Plan.

**IX. TPD IGA – Consultant Services Compensation, Captain Paul Wilson
Pima County Sheriff's Department**

Captain Wilson advised the Committee that the Tucson Police Department has agreed contingent upon approval of the Department of Justice (DOJ) to transfer \$500,000 from a FY03 COPS grant received by the police department to the County to compensate for a portion of the consultant services to be acquired to complete the planning process for the PCWIN project. The IGA was approved by the City Council at their meeting on December 20, 2005. The DOJ has not commented yet. Once the IGA is returned to the County it will be scheduled for a future agenda for the Board of Supervisors consideration.

**X. Consultant Services Contract Recommendation, Captain Paul Wilson
Pima County Sheriff's Department**

Captain Wilson briefed the Committee on the outcome of the evaluation process associated with Pima County RFP #87650. The evaluation committee has recommended a contract with CTA Communications, Inc.

Following his presentation Captain Wilson proposed a motion to:

1. Approve acquisition of consulting services from CTA Communications, Inc. to satisfy the requirements of RFP #87650 and recommending same to the Pima County Board of Supervisors.
2. Recommend to the Pima County Board of Supervisors a contract with an award amount of \$1,236,215 which includes a firm fixed price of \$783,354.93 for completion of Phases I-IV of the scope of work, fees for the good faith cost estimate for Phase V and an owner's contingency.
3. In accordance with the requirements of RFP #87650 approve of a payment schedule based on completion of project milestones with twenty percent (20%) retained from each pay application that the contractor submits as a guarantee of

contractor's performance of the contract with final payment for each phase made upon acceptance of the work product.

4. Approve a project kick off date of February 1, 2006.

The motion was seconded by Chief Bynum. Motion is unanimously carried.

\$500,000 of the consulting services costs are to be paid for from the FY03 COPS grant funds to be transferred from the Tucson Police Department to the Pima County Sheriff's Department.

Refer to attached memorandum for additional information on the specific details of Captain Wilson's presentation.

Materials provided: Memorandum from Captain Wilson to the Executive Management Committee re: Consultant Services Contract Recommendation, December 21, 2005.

XI. Site Visits Travel Arrangements, Lt. Mike Sacco Pima County Sheriff's Department

Lt. Sacco advised the Committee of arrangements for site visit travel that he is organizing. He advised plans are being made to visit four locations at this time. Travel parties are comprised of:

Salt Lake City – Capt. Wilson, Larry Sayers, Sgt. Lafreniere, Pat Joy, and one additional fire representative to be identified. Travel to be completed Jan. 8-11, 2006.

Seattle, WA – Lt. Sacco, Joe Jakoby, Gary Bynum, Todd Pearson, Luis Puig, and one additional person to be identified. Travel to be completed Jan. 17-20, 2006.

Los Angeles & Long Beach – Lt. Sacco, John Moffatt, Anita Velasco, Pat Joy, Linda Basham.

Austin, TX – Capt. Wilson, John Moffatt, Kerry Reeve, Larry Sayers, Anita Velasco, Linda Basham, Ramon Valadez. Travel to be completed Jan. 29 – Feb. 1, 2006.

All agencies are supportive of our plan and are making arrangements to accommodate our teams.

Travel to Minneapolis will be determined by budgetary constraints.

XII. New Business

Captain Wilson provides opportunity for new business to be presented. None was.

XIII. Call to the Public

Captain Wilson asks if anyone in the audience would like to address the committee. No one asked to speak.

XIV. Date-Time-Location of Next Meeting(s)

Captain Wilson moved that the Committee adopt a regular meeting schedule for calendar year 2006 and that meetings continue to be held the fourth Thursday of each month at 9:00 AM making the next regularly scheduled meeting January 26, 2006. Commander Lentner seconded the motion. Motion was unanimously carried.

Next Meeting:

January 26, 2006, 9:00 AM
Pima County Sheriff's Department
1750 East Benson Hwy
SOC/ 3rd Floor

XII. Adjournment

Asst. Chief Pesqueira moved to adjourn the meeting. Commander Lentner seconded the motion. Motion was unanimously carried.

Minutes prepared by: Capt. Paul Wilson